

NYCAUTISM

CHARTER SCHOOLS

Board Meeting Minutes

September 20th, 2021 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, September 20th, 2021, Via Video Conference

Attending Trustees:

Alysia Steinmann
Alvin Shih
Ben Hartman
Ilene Lainer
Mark Saretsky
Mitchel Baum
Paul O'Neill

Absent Trustees:

Ashley Garrett
Carol Santiago
Christine Sandler
Elaine Florio
Hannah Hoch
Naeema Livingston

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance
Christina Secharan, Operations Manager

1. Call to order

Action: Ms. Fisher called the NYCACS general meeting to order at 5:03pm.

2. Board Business

a. Minutes from Board Meeting 08-9-2021

- At 5:04pm the minutes from the August 9th, 2021 Board meeting were reviewed.
Action: Ms. Lainer motioned to approve the August 9th, 2021 minutes. Mr. Baum seconded the motion in which the Board voted and the minutes were unanimously approved.

3. Committee Updates

a. Finance Committee

- **July 2021 YTD Financials**
 - i. At 5:05pm Ms. Jones reviewed the year-to-date financials for July 2021. All but

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personnel expenses are aligned with the budget. There are savings in the personnel category due to staff turnover and hiring later in the school year. As of August 30th, the travel stipends provided to staff and random staff COVID19 weekly testing will come to an end.

- **Per Pupil Billing Issue**

- i. At 5:08pm Ms. Fisher informed the Board of some per pupil billing issues. A current student's family moved out of NYC during the pandemic and continued remote learning with NYCACS. The Department of Education is refusing to fund this student due to the change in address. NYCACS contacted the New York State Education department and is working to resolve the issue. NYCACS has two students that are over 21 years old who will remain enrolled for the coming year due to the make-up year offered by the State Education Department for learning loss experienced during the pandemic. Ms. Jones is working with the DOE's billing department to ensure NYCACS receives their per pupil funding for these two students.

- **PEO Update**

- i. At 5:18pm Ms. Jones updated the Board about the PEO transition from Trinet to JustWorks effective 10/01/2021.

- **Audit**

- i. Ms. Jones informed the Board that the yearly audit has begun and she will provide a complete report from the auditors at the next Finance Committee/ Board meeting.

- b. Operations Committee**

- **EH Facilities Project Complete**

- i. At 5:20pm Ms. Fisher provided an update on the East Harlem school's small renovation project.

4. COVID-19 Updates

- a. Vaccination Requirement for Staff**

- At 5:21pm Ms. Fisher informed the Board that most staff have been vaccinated. The DOE has mandated that all staff (both district and charter) in DOE buildings must have proof of vaccination beginning sometime during the Fall of the 2021-2022 school year. Ms. Fisher will work to ensure 100% compliance from NYCACS staff.

- b. COVID Cases**

- At 5:27pm Ms. Fisher reviewed current COVID cases across both sites and the anticipated impact to Personal Time Off days as FFCRA comes to an end at the end of the month.

- c. Additional Time Off for COVID-Related Mandates**

- At 5:30pm Ms. Fisher presented an option of providing three additional days of paid time off for COVID related situations. Ms. Fisher is confirming with the new

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PEO before bringing this item to the Board for an official vote.

d. Student Testing

- At 5:35pm Ms. Fisher informed the Board that the DOE will begin testing 10% of unvaccinated students every other week.

5. Renewal Items

a. Public Hearing

- At 5:44pm Ms. Fisher updated the Board that the public hearing for the charter renewal of both schools will be held virtually on October 26th. More information will be sent out in the coming weeks.

b. Site Visit: December 7-9

- At 5:45pm Ms. Fisher informed the Board that the SUNY Renewal Team site visits will take place in early December. Trustees will be interviewed at some point during that visit. More information will be sent out in the coming weeks.

6. Executive Session

a. Sensitive Personnel Issue

- **Action:** At 5:47pm Mr. Hartman motioned to move the meeting into Executive Session to discuss a sensitive personnel issue. Mr. Saretsky seconded the motion in which the Board voted and moving the meeting to Executive Session was unanimously approved.
- **Action:** At 6:04pm Mr. Baum motioned to move the meeting out of Executive session. Mr. Hartman seconded the motion in which the Board voted and moving the meeting out of Executive Session was unanimously approved.

7. Closing Items

a. Adjourn Meeting

- Mr. Hartman motioned to adjourn the September 20th, 2021 Board meeting. Mr. Shih seconded the motion in which the Board voted and adjourning the meeting was unanimously approved.